PIMPAMA
STATE SECONDARY COLLEGE

Why are schools providing students access to ICT (information and communication technologies) facilities?

To ensure young Queenslanders are well equipped to contribute fully to the 21st century economy and to enrich their learning experience through the access, creation and sharing of content. An essential tool for schools in the provision of innovative educational programs is the utilisation of intranet, internet and network services. Therefore, access to these technologies is an increasingly essential part of the modern educational program provided in schools.

What is acceptable use by a student?

It is acceptable for students to use school computers and network infrastructure for educational purposes:

☐ completing assigned class work and assignments set by teachers

☐ developing literacy, communication and information skills

☐ creating text, artwork, audio and visual material for publication on the Intranet or Internet, solely for educational purposes as supervised and approved by the school

☐ conducting research for school activities and projects

☐ communicating with other students, teachers, parents or experts in relation to school work

☐ accessing online references such as dictionaries, wikis, blogs, encyclopaedias etc…

☐ collaborating, researching and learning through Education Queensland's e-learning environment e.g. *The Learning Place (http://education.qld.gov.au/learningplace/)* and *ELearn (http://elearn.eq.edu.au)*

What is unacceptable use by a student?

It is unacceptable for students to:

☐ Use Personal Technology Devices (e.g. USB/Firewire devices including storage devices, iPods; mobile phones; cameras, personal digital assistants etc.) into workstations and other networked equipment without staff permission

☐ use private devices for non-educational purposes

☐ download, distribute or publish offensive messages or pictures

☐ use obscene or abusive language, especially to harass, insult or attack others

☐ deliberately waste printing and Internet resources

☐ damage to computers, printers or network equipment

☐ violate copyright laws which includes plagiarism

☐ use unsupervised internet chat

☐ send chain letters or Spam e-mail (junk mail).

☐ give usernames and passwords to any other individual (e.g. a student should not give other students their username and password)

☐ use another student or staff member's username or password to access the school's network, including trespassing in another person's files, home drive or e-mail

☐ enter a computer room or use a computer without a staff member's permission

Additionally, to ensure personal safety, students should not give personal information (e.g. name, parent's name, address), via the internet or e-mail, to unknown entities or for reasons other than to fulfil the educational program requirements of the school.

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What awareness is expected of students and families?

Students and their parents should understand the responsibility and behaviour requirements that come with accessing the school's ICT network facilities and ensure they have the skills to report and discontinue access to harmful information if presented via the internet or e-mail.

Students should be aware that the misuse of school ICT resources will be managed within the guidelines of the College Responsible Behaviour Plan for Students.

Consequences may include:

☐ detentions

☐ restricted, suspended or withdrawn network and/or internet and email access for a period of time as deemed appropriate

☐ removal from subjects that require the use of ICTs

☐ suspension from school for a period of time as deemed appropriate

☐ referral to the Queensland Police Service

☐ exclusion from school

The Internet provides access to information from a wide variety of organisations, subjects, people, and places with origins from around the world. Access to the internet through the Department of Education, Training and Employment network provides significant security in minimising the exposure of students to inappropriate, offensive and/or potentially harmful information. Teachers will always exercise their duty of care, but protection, mitigation and discontinued access to harmful information requires responsible use by the student. Some content and information which could be illegal, dangerous or offensive may be accessed or accidentally displayed with or without the student's immediate knowledge.

Students are required to report any websites they may have inadvertently accessed that contains such material.

ICT Network Access and Usage Agreement

This agreement (see separate page) must be signed by the student and by his/her parent or guardian on enrolment. The guidelines will be discussed regularly with students in class and on assembly. Any student who has not handed in a completed the signed ICT Network Access and Usage Agreement will be unable to access the network, including internet and email services until this is done.

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